



**Faculty Office**  
**138 Fawcett Hall**  
**facultyoffice@wright.edu**

***Faculty Line #250***  
***November 19, 2021***

As the Fall Semester nears the end, below are a few reminders and announcements.

**Commencement**

Commencement is an exciting event for all of us on campus. This fall there will be two commencement ceremonies:

- Graduate School – 7:00pm, Friday, December 10
- Undergraduate Students – 10:00am, Saturday, December 11

Please consider attending one or both of these ceremonies. Faculty play a critical role in the success of our students, and it is important to have a large number of faculty participate in the commencement ceremony. Use the link [here](#) to register for commencement. ***The deadline to register is November 30.***

**Participation Roster**

As you are preparing your syllabi for the spring semester, please make plans for establishing attendance into your spring class during the 100% refund period (first two weeks for full-term classes) to ensure that you can accurately complete the Participation Roster.

While Wright State University does not have an official attendance policy, we are required to determine if a student has established attendance in each course. The requirement is rooted in Title IV compliance regulations and may affect a student's eligibility to receive federal financial aid. Therefore, it is imperative that the data on who has established attendance is accurate.

The Department of Education defines participation as follows:

For **face-to-face, mostly or partially online** courses, the establishment of attendance means students must attend/participate in at least one class session or complete an academic related activity as described below.

For **fully online** courses, documenting that a student has logged into an online class is not sufficient, by itself, to demonstrate attendance. Examples of participation in an academically related activity in an online class include:

- student submission of an academic assignment,
- student submission of an exam,
- documented student participation in an interactive tutorial or computer-assisted instruction,
- a posting by the student showing the student's participation in an online study group that is assigned by the institution,
- a posting by the student in a discussion forum showing the student's participation in a online discussion about academic matters, and
- an email from the student or other documentation showing that the student-initiated contact with a faculty member to ask a question about the academic subject studied in the course.

Additional information on Participation Rosters can be found on the Registrar's resources page for faculty and staff at <https://www.wright.edu/registrar/resources-for-faculty-and-staff>.

*New Look!*

During the fall semester faculty completed the Participation Roster within the WINGS Express faculty tab. This did not work as smoothly as was hoped, and modifications have been made based on feedback from faculty and staff. As the Spring semester approaches, you will receive additional emails with instructions on how to complete the Participation Roster. For now, please make plans on how you will have students establish attendance early in the semester.

## **Searches**

There are many important searches that are in various stages on campus. While the list below is not comprehensive, it does represent most that should be of interest to faculty.

Some faculty are serving on these search committees – thank you for agreeing to serve on these important committees! I also list these here for all faculty to keep on our radar, and to make note of any upcoming open forums for these searches. As these forums get scheduled and communicated (most during the spring semester), please talk with your colleagues in your departments and units and make plans to attend and participate in these important searches. As you can see from the list, there are many critical positions open on campus. Faculty participation in these searches is critical to finding the best candidates, as well as supporting the successful candidate as they begin their new roles at WSU.

*Provost and Senior Vice President for Academic Affairs ([Search page](#))*  
*Vice President, Enrollment Management and Chief Recruitment Officer*  
*Vice Provost and Chief Administrative Officer – Lake Campus ([Search page](#))*  
*Founding Dean, College of Health Education and Human Services ([Search page](#))*  
*Dean, College of Science and Mathematics*  
*Dean, College of Liberal Arts*  
*Registrar*

## **Faculty Office**

The Faculty Office in 138 Fawcett remains closed for Fall Semester, and our staff will be working remotely during this time. We will be checking for mail or deliveries at least once a week, but email will remain the most efficient form of communication:  
facultyoffice@wright.edu or brian.boyd@wright.edu.

## **Faculty Senate Meeting**

Our last Senate meeting of the semester is scheduled for Monday, December 6, at 2:30. This meeting will take place via Webex. A participation link and further details will be sent after the Faculty Senate Executive Committee meets on November 29. You may access the Faculty Senate meeting schedule, agendas, and minutes, as well as the Senate and committee rosters on our webpage, [wright.edu/faculty-senate](http://wright.edu/faculty-senate).

## **Closing thoughts**

I hope that this semester has been good to you. I know many of our students and colleagues have needed support through what continues to be challenging times. But I hope you have also been able to enjoy your classes and students, and that you have also had time to enjoy on-campus interactions with colleagues this fall. As the semester comes to an end, I wish you a restful time over Thanksgiving and the winter break.

Brian Boyd  
Faculty President